

**Wyomissing Public Library  
Board Meeting  
March 19, 2018**

Called to Order at 7:05pm by Terri Stallone.

**Board Members Present:** Terri Stallone, Joe DeMarte, Kurt Althouse, Marge Vath, Colette Huber, Lisa Banco, Catharine Lentz, Kevin Wagner, Scott Brower, Greg Ciatto, Lori Smerek and Bill Jenckes (Borough Representative).

**Library Director:** Colleen Stamm

A MOTION was made by Terri Stallone to approve the February 2018 Board meeting minutes and it was seconded by Joe DeMarte. The motion carried unanimously.

**President's Report:** Terri Stallone

1. Terri welcomed the board and proceeded right to committee reports.

**Treasurer's Report:** Kevin Wagner

1. Nothing outside normal limits for the month.
2. Building insurance is paid on a modified quarterly schedule with the majority of the payments in the first quarter of the year (line 4400).
3. Budget line 5520 was higher in February because the \$2,200 annual circulation system fee was paid this month.

**Corresponding Secretary:** Colette Huber

1. Colette continued to personally sign association donation letters.

**Librarian's Report:** Colleen Stamm

1. Library Usage Statistics for February 2018:
  - a. Materials circulation: 4,830 items. That was a 12% decrease from last year.
  - b. Overdrive eBooks: 159 downloads; up 36% from last year.
  - c. People: 3,572 people entered the library. This is a 22% decrease compared to previous year.
  - d. Computer Users: there was 375 accesses for the month; a 2% increase.
  - e. Children's programming: 414 patrons participated in the children's activities; a 19% increase.
  - f. Adult Programming: 186 patrons took part in our activities. This is a 46% decrease from last year.
  - g. One Click Downloadable Audio: 27 downloads ; a 16% decrease compared to last year.
  - h. AWE Early Literacy Stations: 151 accesses. Statistics decreased 15%.
  - i. Mango Languages: 105 patrons took advantage of this program; a 163% increase compared to 2017.
  - j. Wireless Internet Users: 267 people used the library Wi-Fi access; a 14% increase compared to previous year.
2. There was discussion on usage, instruction, and incentive for using eBooks because that is one area that continues to show increase in usage. Jonathan Moore currently provides one-on-one individual training for devices. Board discussed offering an adult programming session on topic or give association members priority downloading status.
3. The new part-time library assistant who was hired last month has quit the position. The process to replace this position has already started We are set to hire a new library assistant at the main desk within the upcoming weeks.

### **Committee Reports:**

1. Fundraising/Community Affairs: Colette Huber
  - a. All board members invited to attend Staff and Volunteer Appreciation Luncheon at 1pm on April 12, 2018. Invitations with details to follow this week.
  - b. Preparation has begun for our 8<sup>th</sup> annual Derby Party. The date is 5/5/18 from 5pm-9pm at Eric and Kathleen Schippers home. All board members were asked to please attend, invitations to be sent out next week. Sign-up sheet will be passed out at next meeting.
2. Membership: Jaime Slotkin (Absent)
  - a. No Report.
3. Sponsorship: Scott Brower
  - a. No Report.
4. Buildings & Grounds: Greg Ciatto
  - a. No Report.
5. Nominating: Joe DeMarte
  - a. There was some discussion about nominating Mark Ratcliffe to the Board as a voting member. The Nominating Committee made a MOTION to nominate Mark Ratcliffe to fill the open voting position #7. The motion carried unanimously.
  - b. The Nominating Committee made a MOTION to nominate Jeff Herb & Amy Auchenbach to fill two of the three At-large non-voting positions beginning April 2018. The motion carried unanimously.
6. Finance: Kevin Wagner (see Treasurer's Report)
  7. Personnel: Terri Stallone  
No Report.

### **Unfinished Business**

1. Terri Stallone announced that the Building Ownership Committee will be meeting with representatives from the Borough of Wyomissing on 3/20/2018 to discuss the proposal we received from the Hartman, Valeriano, Magovern & Lutz law firm. The committee members are Terri Stallone, Kurt Althouse, Kevin Wagner, Greg Ciatto and Colleen Stam.
2. Kurt Althouse addressed the Board to discuss the transition from Vice-President to President. Terri Stallone's tenure will end on 6/30/2018. Kurt Althouse is slated to take over as President on 7/1/2018. The Nominating committee is looking for a Board member to fill the Vice-President position in July.
3. The Library is working with Barry Kauffman to publish the historical Thun and Janssen book which is still in production. The library is looking for a place to store 1,000 copies of the book. Colleen Stamm will provide more details as they become available.

### **New Business**

None.

Meeting adjourned at 8:04pm.

**Next Executive Board Meeting: April 9, 2018 @ 7:00pm**

**Next Board Meeting: April 16, 2018 @ 7:00pm**